

Lamar Alexander

United States Senator • Tennessee

3322 West End Avenue
Suite 120
Nashville, TN 37203



615.736.5129 - Phone
615.269.4803 - Fax

General Information

The procedure for selection of nominees for service academies varies with each Congressman and Senator. In this packet, we will try to provide all the information you may need in completing your application process. Service academy nominations by Senator Alexander are handled by our Nashville office. Please feel free to contact that office should you have any questions or need assistance in completing the process. It is your responsibility to ensure your application and all required information is complete and has been received by our office by the **postmark deadline of October 30, 2003**. Please let those sending recommendations know that they must meet this deadline.

Nominating Authority

Competition for nominations is heavy, therefore, we urge you to apply to every nominating authority available to you. Members of Congress may nominate applicants who meet the eligibility requirements established by law. Senators nominate from applicants in their entire state. Representatives nominate from applicants domiciled in their congressional districts as constituted at the time of their election. Applicants may apply for and receive nominations from both their United States Senators and from their Representative. Applicants may also apply to the Vice President of the United States, who can nominate applicants from the country at large. An unlimited number of presidential nominations are available for children and legally adopted children of career officer and enlisted personnel of the armed forces, active or reserve, including the Coast Guard. One hundred candidates may be appointed with these nominations each year. A parent in the Reserves must be serving as a member of a reserve component and be credited with at least eight years of service or must be entitled to retired pay except that he or she is not yet sixty years old. Otherwise, the parent must currently be on active duty (other than for training) and have served continuously for at least eight years or have been retired with pay or granted retired or retainer pay. The President may also appoint the children of Medal of Honor winners.

Senator Alexander must submit his nominations to the Service Academy by December 31, 2003. For each vacancy, he will be allowed ten nominations. The final ranking and subsequent appointments will be at the discretion of the academies. Ten alternates will also be submitted for consideration in the event a nomination becomes available through medical disqualification, cancellation or any other reason. The Service Academies notify candidates of their selection by May 1, 2004. The deadline for candidates to respond is May 15, 2004. Alternates will be considered after that date.

Service Academy Contact

With this packet, you have been provided a list of service academies with their contact information. Your **first priority should be to contact the academy of your choice requesting a pre-candidate application**. They will provide for you general information and detailed requirements for admission to their academy. Please specify the academy of your choice. Your academy choice may be changed any time **prior to the October 30, 2003 postmark deadline**.

Review Board

Our office will have a review board conducting personal interviews with candidates in early December. After review of the candidate's files, those eligible for interview will be contacted in November to arrange a date, time and place for their interview. Each candidate will be considered on a basis of leadership potential, academic performance, extra-curricular activities, three letters of recommendation, personal interviews and physical fitness.

Status Change

Please keep in mind that we have numerous candidates applying for nomination. Should your status change at any time, please let us know immediately so we can consider others. You may also wish to continue to pursue the opportunity to attend the college of your choice. The academies suggest that since some of the schools require deposits prior to the date the academies announce their selections, you may wish to proceed with the application process even if you lose your deposit. It is better to have that "insurance" rather than lose the chance to attend the school of your choice.

Nomination Requirements

Residency

Senator Alexander can only nominate students who are legal residents of the State of Tennessee. You, or your parents, must claim Tennessee as your primary residence and/or be registered to vote in Tennessee. If you have any questions regarding residency, please contact our office.

Application Form

Please complete the enclosed application form as soon as possible. It is preferred that you send the required information to us as you complete or receive it rather than holding it to submit at one time. Again, it is YOUR responsibility to ensure all information is received in a timely manner.

Academic Recommendation Form

This form should be completed by your high school principal or guidance counselor. After completed it should be returned to us in a *SEALED, unopened envelope*. Remind them of the **October 30, 2003 postmark deadline**.

Transcript

Ask your principal or guidance counselor for an official transcript which includes your course listing, current GPA, grades, class rank and SAT/ACT test scores. Your final junior grades must be listed on the official transcript. The *transcript should be returned to you in a SEALED, unopened envelope*. A report card is not eligible.

Letters of Recommendation

Have three people who know you well, a minister, coach, scoutmaster, teacher or employer to write a recommendation letter for you. These may be mailed by those writing the recommendation, but, again YOU must verify it has been received and is **postmarked prior to October 30, 2003**.

Numerical Class Rank/Size

Please provide your numerical class rank and the approximate size of your class. This information **MUST** be included in the recommendation form completed by your guidance counselor or principal. Should your school not rank students, please have the guidance counselor or principal provide an accurate estimate.

Standardized Test Results

You must take either the ACT or SAT prior to October in order to forward the results by the October 30, 2003 postmark deadline.

Medical Requirements

A service academy medical examination must be passed before a candidate can receive an appointment. The examination is scheduled and reviewed by the Department of Defense Medical Examination Review Board (DODMERB). Once taken, the examination may be used for service academies and four-year ROTC scholarship programs. The *most frequently encountered problem areas* include:

- Visual Acuity: All candidates accepted shall have an uncorrected visual acuity no poorer than 20/400 in either eye and must be correctable to 20/20 in each eye.
- Color Vision: Color blindness, complete or partial, is cause for disqualification.
- Asthma: Any history of asthma is also cause for disqualification.

Eligibility

Each applicant for nomination must meet the following eligibility requirements as of July 1, 2003:

Age: Be at least 17 years old, but not have passed the 23rd birthday.
Citizenship: Must be a United States Citizen and a legal resident of Tennessee.
Marital Status: Be unmarried, not pregnant, and have no legal obligation to support children or other dependents

Essay

Please provide a one-page essay briefly stating the reasons you want to attend the academy of your choice.

Photograph

Please provide a recent photograph of yourself.

Interview

Eligible applicants will be required to have one interview which will be scheduled for early December. Those eligible for interview will be notified of the date, time and place.

Deadline

Send all required information **postmarked no later than October 30, 2003** to:

Office of Senator Lamar Alexander
Attn: Service Academy Coordinator
3322 West End Avenue, Suite 120
Nashville, Tennessee 37203

October	Have successfully taken the ACT/SAT test.
October 30, 2003	All paperwork has been mailed, i.e. application, transcripts, letters of recommendation, essay.
Mid-November	Will be contacted to schedule Interview with Review Board.
Early December	Interview to be conducted.
December 31, 2003	Senator's deadline for submitting nominations.

Please Note: Graduation from a Service Academy obligates you to serve **five years of active duty**.

Checklist for Candidates:

- ☐ Application
- ☐ ACT/SAT Test Scores
- ☐ Transcripts
- ☐ Recommendation form from Principal or Guidance Counselor
- ☐ Letters of Recommendation (3)
- ☐ Essay
- ☐ Interview Scheduled

Date: _____ Time: _____ Place: _____

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PERSONAL DATA

Please Type or Print Legibly

Full Name: _____ **SS#** ____ - ____ - ____
(Last) (First) (Middle)

Permanent Address: _____ **Phone:** ____ / ____ - ____
(Street Address)

_____ **TN Resident:** _____
(City) (State) (Zip) (Yes/No)

Temporary Address: _____ **Phone:** ____ / ____ - ____
(Street Address)

_____ **Date of Birth:** _____
(City) (State) (Zip)

Place of Birth: _____ **US Citizen:** _____ **Height:** _____ **Weight:** _____
(City, State) (Yes/No)

Father's Name: _____ **Daytime Phone:** ____ / ____ - ____

Mother's Name: _____ **Daytime Phone:** ____ / ____ - ____

Name of School: _____ **Date of Graduation:** _____

Principal: _____ **School Phone:** ____ / ____ - ____

Counselor: _____ **School Phone:** ____ / ____ - ____

Academic Data

SAT: V ____ M ____	Honors Classes: _____ (Yes/No)
	AP Classes: _____ Yes/No
ACT: V ____ M ____	IB Programs: _____ (Yes/No)

Organization/Activity	✓		Organization/Activity	✓
Academic Honors Club			Church Membership	
Boy Scouts/Girl Scouts			Football Years:	
Boy's/Girl's State or Nation			Baseball/Softball Years:	
Debate Club			Basketball Years:	
Eagle Scout/Gold Award			Swimming Years:	
Jr. ROTC/Officer			Track/Cross Country Years:	
Key/Interact Club			Soccer Years:	
National Honor Society			Other Sports Years:	
Officer Class/Student Council			Civil Air Patrol or Navy Sea Cadets	
Officer/School Club			Avg. Hrs. worked per week (school yr.)	
School Band/Chorus			Avg. Hrs. worked per week (summer)	

Academy of Choice:

<input type="checkbox"/> U.S. Air Force	<input type="checkbox"/> U.S. Military
<input type="checkbox"/> U.S. Coast Guard	<input type="checkbox"/> U.S. Naval
<input type="checkbox"/> U.S. Merchant Marine	

ACTIVITIES/LEADERSHIP DATA

Additional Information:

(You may use this space to add any additional information you feel you would like to share with us.)

Please Read Carefully Before Signing:

I have read the information contained in this packet explaining Senator Alexander's nominating procedures. I understand the Senator's requirements, including the requirement of a personal interview. I am also aware of the postmark deadline of October 30, 2003. I certify that I am a legal resident of the State of Tennessee and there is no known reason I should not be medically qualified to receive an appointment to a service academy, if nominated.

(Candidate's Signature)

(Date Signed)

ACADEMY CONTACT INFORMATION



U.S. AIR FORCE ACADEMY

HZ USAFA/RRS
Director of Admissions
2304 Cadet Drive, Suite 200
Colorado Springs, CO 80840
800.443.9266 – toll free
719.333.3647 – facsimile
www.academyadmissions.com



U.S. MILITARY ACADEMY

Director of Admissions
600 Thayer Road
West Point, New York 10996-9902
845.938.4041 - phone
www.usma.edu



U.S. NAVAL ACADEMY

Director of Candidate Guidance
117 Decatur Road
Annapolis, Maryland 21402-5018
410.293.4361 – phone
www.nadn.navy.mil



U.S. MERCHANT MARINE ACADEMY

USMMA Admissions
300 Steamboat Road
Kings Point, New York 11024-9997
516.773.5391 – phone
866.546.4778 – toll free
www.usmma.edu



U.S. COAST GUARD ACADEMY

Director of Admissions
31 Mohegan Avenue
New London, Connecticut 06320-8103
860.444.8444 – phone
800.883.8724 – toll free
admissions@cga.uscg.mil - email
www.cga.edu

Please note: The U.S. Coast Guard Academy is the only one of the armed forces service academies that offers appointments solely on the basis of an annual nationwide competition; there are no congressional nominations or geographic quotas involved.

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Academic Recommendation

PLEASE NOTE: This form is to be completed by a high school guidance counselor. Completion of this form is a requirement for service academy consideration.

Full Name of Applicant: _____
(Last) (First) (Middle)

Name of High School: _____ **School Phone:** ____/____-_____

Address of School: _____ **Applicant's SS#** ____ - ____ - _____

(City) (State) (Zip) **Applicant's Yr. in School:** _____

School Activities Participation by Applicant: _____

Personality Traits: _____

Leadership Characteristics: _____

Ability to Get Along With Others: _____

Ability to Work Under Pressure: _____

Unweighted GPA: _____ ACT Score: _____

Weighted GPA: _____ SAT Score: _____

Numerical Class Rank/Size: _____/_____
(Please note this is required information. If your school does not rank, please estimate.)

General Comments: _____

Date: _____

Signature: _____

Title: _____

Thank you so much for taking the time to complete this form. You may give it to the applicant in a sealed envelope with your signature across the seal, or if you prefer, you may mail it direct to our office. Please feel free to contact us should you have any questions.

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